

MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS OF THE CITY OF CUDAHY,  
HELD AT THE CUDAHY MUNICIPAL BUILDING, 5050 SOUTH LAKE DRIVE, CUDAHY, WI ON

Monday, October 25, 2010

**ROLL CALL**

The Meeting was called to order by Ald Mikolajczak at 6:30 P.M. with the following answering “present” to roll call: Ald Mikolajczak, Ald Bartoshevich, Willie Lohr, and Jack Puetz. Steve Vandervest was not present and submitted a resignation to the Mayor.

Also Present: DPW Director Mary Jo Lange and DPW employee Mike Plachinski

Proper open meeting statement was made at this time.

Motion to approve the minutes of the September 27, 2010 meeting made by member Puetz seconded by Ald. Bartoshevich. All voted in favor.

**NEW BUSINESS**

1. **Discussion & Appropriate Action regarding 2’ encroachment onto Squire Avenue right of way for a fence at 3567 E. Squire Avenue.** No action taken. Director Lange told the Board that she called the individual who made the request and he said he may be unable to attend tonight’s meeting. He was not present.
2. **Clarification & Intent on the policy not to accept roofing material at the Transfer Site.** Lange stated that the public works department is requesting a clarification on what type of roofing material the City will not accept at the transfer site. Motion made by Lohr seconded by Puetz not to accept any type of roofing material to include asphalt, rubber, tar, wood shingles and metal and not to accept any type of asphaltic siding material. Further Lange was instructed to develop a written policy identifying materials that we will not take. All voted in favor.
3. **Discussion regarding Operational Changes necessitated by the 2011 operating budget.** Lange informed the Board that the Public Works Department was required to cut a full time position due to the budget situation. Lange stated that for the past couple of years the City lost a significant amount of revenue that supported many city positions. It has also become very apparent that the City’s priorities are to support public safety such as police and fire. Lange stated that there is a need to fill the 5 vacant positions but that she will only be allowed to fill 4. To make up the loss in the position, a mechanic will be re-assigned to the operator position and the City will continue to contract out vehicle repairs as was done this year. Lange stated that the equipment is getting so complicated to fix that the department is unable to keep up with the diagnostic equipment and training necessary to make repairs. Therefore there is no need to have two mechanics. No action necessary.
4. **Discussion & Appropriate Action regarding the sub-contracting for snow plowing of City’s parking lots and sidewalks for the 2010-2011 winter season.** Lange told the Board that she is proposing to contract out the plowing of parking lots as was done last year and adding snow plowing of sidewalks to the contract. Given the current number of available employees to plow, she said the department cannot guarantee that the lots or routes would get done. Much discussion followed regarding the use of seasonal employees or retirees. Lange stated that these are all ideas that she has considered but the contractor eliminates the liability and reliability that comes with a seasonal employee. Lange stated that she understands that the Board does not agree with the contracting out of jobs traditionally done by the public works department but the budget does not support having someone on staff all year. The contractor only gets paid for the work that is done.

Puetz made a motion to go with the same program as last year but that discussion with the union take place on ways to do the plowing without contracting it out next year. There was not a second therefore, the contract will not be brought back to the Board and the contract will go to the Council for approval.

- 5. Discussion of fee based services; (i.e. Transfer station dump fees, special collections, yard waste collection)** Lange told the Board that one of the directions given from the Mayor is for all departments to review fees and the cost of services. Lange stated that in the next several months the Board needs to look at the services and the cost of the services so that if fees need to be increased that it is implemented before the next budget cycle. The Board instructed Lange to get an update on the costs of special services provided by the department and provide what fees other community's charge for that same service. Ald Mikolajczak asked that we include a question on how they check for residency.
- 6. Update on the Operator I hiring process.** Director Lange gave an update to the Board on the process.
- 7. Committee Requests for future agenda items.** Members asked if the following items could be included for discussion at the next Board of Public Works meeting:
  - Update on the design of sidewalks on Nicholson north of Layton
  - Update and schedule of the construction of sidewalks in the Mallory/Morris area

**Motion to adjourn made by** Puetz, seconded by Ald Bartoshevich .

**Meeting adjourned at 8:10 p.m.**

Joe Mikolajczak/s/

Chairman, Board of Public Works